



Capitol Construction Bulletin

July 5, 2006
Issue 1

Introducing *Capitol Construction Bulletin* - Helping Keep You Informed!

With issuance of this Bulletin, the Capitol Commission is beginning a regular process over the next three and a half years to provide you with timely information about the Capitol Restoration and Wings addition project.

Even though tenants will not be relocated into temporary spaces until later on, **there are tasks and other activities that will need to begin immediately** — don't panic, we are here to help! Watch for these bulletins to be issued on an as needed basis to help keep you updated on what's going on and when.

Office Space Assessment Underway: Architects Checking Out Interior Wall Structures

The Division of Public Works, Department of Administration, is in the process of planning for spaces in the Capitol Mall to temporarily house your operation during the construction project. Over the next few months, consultants from Lemley/3DI International will be in and out of the building **looking at your office spaces** and asking lots of questions in order to prepare your temporary space. Also, representatives from CSHQA Architects will be **conducting structural investigations** at random points throughout the building, which may result in a few holes in the walls. **Jan Frew**, Public Works Deputy Administrator, **332-1912**, is the contact person.

Paper Records — Hold On to Them and Plan for ISHS Assessment and Training

Just like when we move out of our homes, lightening our loads makes moving easier. Staff from the Idaho State Historical Society Public Archives and Research Library **will be in touch with each agency during late July**. At that time appointments will be set for the week of August 7th to have an initial meeting with the contact and tour all offices and storage areas. That **initial meeting will be followed with formal training** on records issues, including how to identify permanent records and how to pack and label items for moving to off-site storage. A formal training schedule will be announced in a future issue of this newsletter. **Until then, please don't begin throwing paper records out!** **Linda Morton-Keithley**, Public Archives/Research Library Administrator, **514-2320**, is heading up this effort.

Artifact/Artwork Inventory to Take Place Soon, Coordinated by Historical Society

Ken Swanson, **334-2120**, Historic Sites and Museum Administrator for the Historical Society, has been charged with **inventorying and storing all of the artwork** currently in and around the Idaho Statehouse during the project. Prior to the next legislative session, the Historical Society plans to remove much of the artwork in the public spaces so not to conflict with legislative activities. **You will see him and his staff in the near future completing an inventory.**

Questions, Comments, Suggestions ...

Your questions, comments and suggestions are welcome. Please contact us through the Capitol Commission Secretary, **Pam Ahrens**, Director, Department of Administration, **332-1824**.
